

DEPARTMENT OF FISCAL SERVICES

PURCHASING DIVISION



October 3, 2003

To: PROSPECTIVE PROPOSERS AND ALL OTHERS CONCERNED

From: David Santiago, Contracts Analyst

Subject: BID-295-03/DRS – Windscreen Protection for Bentley Elementary  
and Winter Springs High School, Building 5 & 6

Revised Due Date: October 22, 2003 at 2:00 p.m.

**ADDENDUM NO. 1**

Total pages: 4

**The information included in this Addendum revises, clarifies, or supplements the specifications and other provisions of the contract documents and is considered part and parcel to the Bid Package.**

The Due Date for this project has been changed to **October 22, 2003** at 2:00 p.m.

Replace pages 1, 8 & 9 dated of the original bid package with the revised pages dated 10/3/2003 attached. Pages 8 & 9 have been revised to include a breakdown of the material cost and the labor/installation cost for this work.

**Failure to acknowledge receipt of this addendum on the Bid Form, Section 00100 of the Bid Documents SHALL result in disqualification of your bid submittal.**

Signature on File

David Santiago  
Contracts Analyst

**End of Addendum**

<b>SUBMIT BIDS TO:</b>  Seminole County 1101 E. 1 <sup>st</sup> Street, Room 3208 Sanford, Florida 32771  <b>Attn: PURCHASING DIVISION</b>	<b>INVITATION TO BID</b>  and Bidder Acknowledgment
Contact: David Santiago 407-665-7119 dsantiag@co.seminole.fl.us	BID No.: <b>BID-295-03/DRS</b>
Submittal Due Date: <b>October 22, 2003</b> Submittal Due Time: <b>2:00 P.M.</b>	<b>Windscreen Protection for Bentley Elementary and Winter Springs High School, Buildings 5 &amp; 6</b>
Location of Public Opening: County Services Building, Room #3208, 1101 E. 1 <sup>st</sup> Street, Sanford, Florida 32771	
Bidder Name:	Federal Employer ID Number or SS Number:
Mailing Address:	If returning as a "No Bid", state reason (if so, return only this page):
City, State, Zip:	
Type of Entity: <i>(Circle one)</i>  Corporation      Partnership      Proprietorship  Joint Venture	X _____ Authorized Signature (Manual)
Incorporated in the State of:	
Telephone Number:	Printed Name:
Fax Number:	Title:
Point of Contact email:	Date:

**THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR BID**

**TERM AND CONDITIONS**

**CONTACT:** All prospective Bidders are hereby instructed not to contact any member of the Seminole County Board of County Commissioners, County Manager, or Seminole County Staff member other than the noted contact person regarding this Invitation to Bid or their Bid at any time prior to the posting on the Web Site of the final evaluation and recommended ranking by County staff for this project. Any such contact shall be cause for rejection of your submittal.

**PUBLIC OPENING:** Bids shall be received at the Purchasing Division at the above referenced address by the specified time and date. As soon as possible

thereafter the names of the Bidders shall be read off at the specified location. Persons with disabilities needing assistance to participate in the Public Opening should call the contact person at least 48 hours in advance of the Public Opening at 407-665-7116.

**DELAYS:** The COUNTY, at its sole discretion, may delay the scheduled due dates indicated above if it is to the advantage of the COUNTY to do so. The COUNTY will notify Bidders of all changes in scheduled due dates by written addendum.

**BID FORM**

AGREEMENT TITLE: WINDSCREEN PROTECTION FOR BENTLEY ELEMENTARY AND  
WINTER SPRINGS HIGH SCHOOL, BUILDINGS 5 & 6

COUNTY CONTRACT NO.: **BID-295-03/DRS**

TO: Board of County Commissioners  
Seminole County, Florida

Pursuant to and in compliance with your Invitation for Bid, the Instructions to Bidders, and other documents relating thereto, the undersigned hereby agrees to furnish all labor, Materials and Equipment to do the Work in strict accordance with the Contract Documents and all addenda, if any, issued prior to the date of this Bid at the Total Bid herein as follows:

TOTAL AMOUNT OF MATERIALS: \_\_\_\_\_  
Numbers

\_\_\_\_\_  
(IN WORDS)

TOTAL AMOUNT OF LABOR/INSTALLATION: \_\_\_\_\_  
Numbers

\_\_\_\_\_  
(IN WORDS)

1. The Bidder acknowledges that the Total Amount of Bid stated above includes compensation for all Work, labor, permits, bonds, equipment, materials, and any and all incidental costs necessary for the proper execution of the required services. **THESE SERVICES MUST BE COMPLETED, INSPECTED AND REQUEST FOR PAYMENT SUBMITTED ON OR BEFORE JANUARY 15, 2004.**

IN WITNESS WHEREOF, BIDDER has hereunto executed this BID FORM this \_\_\_\_\_ day of \_\_\_\_\_, 2003.

\_\_\_\_\_  
(Name of BIDDER)

\_\_\_\_\_  
(Signature of person signing this BID FORM)

\_\_\_\_\_  
(Printed name of person signing this BID FORM)

\_\_\_\_\_  
(Title of person signing this BID FORM)

ACCOMPANYING THIS BID IS \_\_\_\_\_

(insert the word(s) "cashier's check," bidder's bond," certified check," or other security as provided by law, as the case may be) in an amount equal to at least five percent (5%) of the Total Bid, payable to the

BOARD OF COUNTY COMMISSIONERS, SEMINOLE COUNTY, FLORIDA

The undersigned deposits above-named security as a Bid guarantee and agrees that it shall be forfeited to the COUNTY as liquidated damages in case this Bid is accepted by the COUNTY and the undersigned fails to execute an Agreement with the COUNTY as specified in the Contract Documents accompanied by the required Payment and faithful Performance Bonds with Sureties satisfactory to the COUNTY, and accompanied by the required certificates of insurance coverage, and endorsements. Should the COUNTY be required to engage the services of an attorney in connection with the enforcement of this Bid, Bidder promises to pay COUNTY's reasonable attorney's fees and costs (including attorney's fees and costs on appeals) incurred with or without suit.